

MTA User Site

User Guide

Document Revision History

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Logon to MTA Site

1. Logon to **MTA Site**. Open the program by clicking the Internet Explorer (e.g. IE 5.0) shortcut on your desktop.



2. Enter the following URL [http://mta.zmallplanet.com] press [**Enter**].

The main screen appears:



3. Press the {**Login**} button on the menu.

The login screen appears:



4. Enter your user identification in the Login Name box, press [**Tab**].
5. Enter your login password in the Password box, press [**Tab**].
6. Select **Restricted** or **General** for your user type.
7. Press the {**Login**} button.

Member Sections (General)

News

The News section shows the latest news



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Change Passwords

Logout

Member General Area

News

Events

Download Area


Retrieve Sales Data

Motor Group	DAH CHONG HONG MOTOR GROUP	Member's company name	Triangle Motors Limited
Member's Code	13	Brand	Isuzu

找不到任何留言

Events

The Events section shows information of the latest events

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Member General Area

[News](#) [Events](#) [Download Area](#) [Retrieve Sales Data](#)

Motor Group	DAH CHONG HONG MOTOR GROUP	Member's company name	Triangle Motors Limited
Member's Code	13	Brand	Isuzu
"Events 8"			07-Feb-2005
Events9			03-Jan-2005
Event ABCDEFG			03-Jan-2005
event 2			29-Dec-2004
Event 123456			16-Dec-2004
event 34			06-Dec-2004
event 4			06-Dec-2004
event 5			06-Dec-2004
event test1			30-Nov-2004
Event 111			30-Nov-2004


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News | Events | Download Area | Retrieve Sales Data | Change Passwords | Logout

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Download Area

The Download Area lists useful files for downloading



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Member General Area

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Motor Group	DAH CHONG HONG MOTOR GROUP	Member's company name	Triangle Motors Limited
Member's Code	13	Brand	Isuzu

www.hkmta.com - /download/General/

[\[To Parent Directory\]](#)

Monday, 29 November, 2004	20:15	51200	0411298,15,02PM.xls
Tuesday, 14 December, 2004	18:09	26102	0412146,09,06PM.jpg
Monday, 31 January, 2005	16:35	31602	0501314,35,45PM.gif
Monday, 31 January, 2005	16:35	31602	0501314,35,55PM.gif
Thursday, 3 February, 2005	16:17	319262	0502316,17,37.zip
Thursday, 3 February, 2005	16:19	1151253	0502316,19,02.zip

Retrieve Sales Data

The Retrieve Sales Data section is used to create reports

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Member General Area

News Events Download Area Retrieve Sales Data

Motor Group DAH CHONG HONG MOTOR GROUP	Member's company name Triangle Motors Limited
Member's Code 13	Brand Isuzu

Car Sales Statistics Report

Period: 2005 01
Brand: ALL
Vehicle class: ALL
Generate Report

Model Listing

Brand: ALL
Model Listing

Raw Data Listing

Brand: ALL
Period - Year: 2005 Month: 01
Generate Report

Create a Car Sales Statistics Report

1. Enter the details for the report.

Attribute	What to enter
Period	Select the year and month to include for the report
Brand	Select the car brand to be included in the report. Select ALL to include all brands
Vehicle Class	Select the vehicle class to be included in the report. Select ALL to include all classes

Car Sales Statistics Report

Period: 2005 03
Brand: HO - Honda
Vehicle class: PRIVATE CAR
Generate Report

2. Then press **{Generate Report}**.

Create a Model Listing Report

1. Enter the details for the report.

Attribute	What to enter
-----------	---------------

Brand	Select the car brand to be included in the report. Select ALL to include all brands
--------------	--------------------------------------------------------------------------------------------

- Then press **{Generate Report}**.

Create a Raw Data Listing Report

- Enter the details for the report.

Attribute	What to enter
Brand	Select the car brand to be included in the report. Select ALL to include all brands
Period	Select the year and month to include for the report

- Then press **{Generate Report}**

Change Passwords

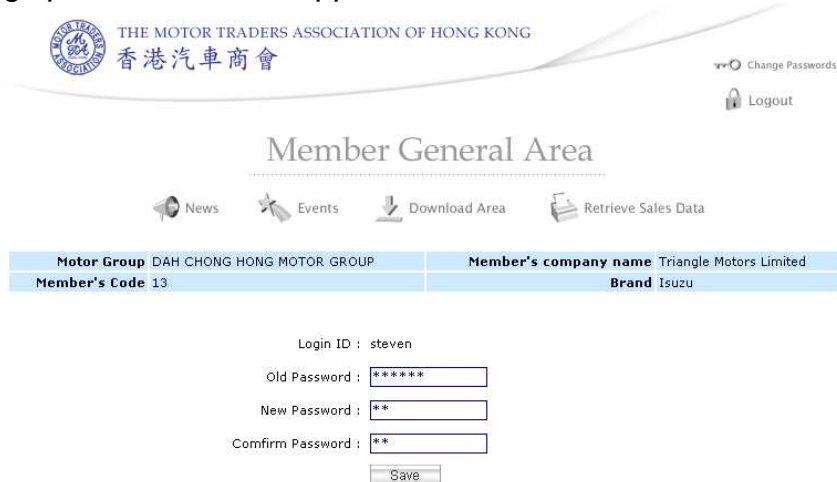
The Change Passwords section is used to change a new password for user login

Change Passwords

1. Press the **{Change Passwords}** button near the top of the screen

 Change Passwords

The change password screen appears:



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香港汽車商會

Change Passwords Logout

Member General Area

News Events Download Area Retrieve Sales Data

Motor Group DAH CHONG HONG MOTOR GROUP	Member's company name Triangle Motors Limited
Member's Code 13	Brand Isuzu

Login ID : steven

Old Password :

New Password :

Confirm Password :

Save

2. Enter the details.

Attribute	What to enter
Old Password	Enter the login password being used now
New Password	Enter the new password that will be used
Confirm Password	Re-enter the new password to confirm

3. Press the **{Save}**.

Member Sections (Restricted)

Model Group

The Model Group section lists the model groups for the trader

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Change Passwords
Logout

Member Restricted Area

Model Group Model Maintenance Car Sales Dealer Information Retrieve Sales Data

Motor Group	Member's company name
DAH CHONG HONG MOTOR GROUP	Triangle Motors Limited
Member's Code	Brand
13	Isuzu

Model Group
CXH
CXZ
EXR
EXZ
FRR
FSR
FTR
FVR
LT
LV
NHR
NKR

Model Group:

New Model Group Search

Add a new Model Group

1. Press the {New Model Group} button near the bottom of the screen

New Model Group

2. Enter the details.

Attribute	What to enter
Model Group	Enter the name of the new model group

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Member Restricted Area

Model Group Model Maintenance Car Sales Dealer Information Retrieve Sales Data

Motor Group	Member's company name
DAH CHONG HONG MOTOR GROUP	Triangle Motors Limited
Member's Code	Brand
13	Isuzu

Model Group : BAK

Add New Model Group

3. Press the {Add New Model Group} button.


Update a Model Group

1. Click on the model group you want to update from the list.

Motor Group	DAH CHONG HONG MOTOR GROUP	Member's company name	Triangle Motors Limited
Member's Code	13	Brand	Isuzu

Model Group
CXH
CXZ
EXR
EXZ
FRR
FSR

2. Update the details of the model group.



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香港汽車商會

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Motor Group	DAH CHONG HONG MOTOR GROUP	Member's company name	Triangle Motors Limited
Member's Code	13	Brand	Isuzu

Model Group :

3. Press the **{Update Model Group}** button. Then press **{OK}** to confirm the changes.

Search for Model Group/s

1. Enter a search criteria in the search box

LV
NHR
NKR

Model Group:

2. Press the **{Search}** button near the bottom of the screen

3. All Model Groups within the search criteria will be listed

Motor Group DAH CHONG HONG MOTOR GROUP	Member's company name Triangle Motors Limited
Member's Code 13	Brand Isuzu

Model Group

FRR

FSR

FTR

FVR

TF


Model Group:

New Model Group

Search

Model Maintenance

The Model Maintenance section lists the model codes for the trader

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香港汽車商會

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Member Restricted Area

Model Group

Model Maintenance

Car Sales

Dealer Information

Retrieve Sales Data

Motor Group

DAH CHONG HONG MOTOR GROUP

Member's company name

Triangle Motors Limited

Member's Code

13

Brand

Isuzu

Model Group:

Model Code:

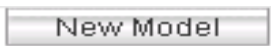
Model Description:

New Model

Search

Add a new Model

- Press the {New Model} button near the bottom of the screen



- Enter the details.

Attribute	What to enter
-----------	---------------

Model Group	Select a model group from the list
Model Code	Enter the new model code
Transmission	Select Automatic or Manual from the list
Engine Displacement	Enter the amount of engine displacement
Published Retail Price Incl Tax	Enter the published retail price, including tax
Vehicle Type	Select a vehicle type from the list
Model Class Description	Enter a description for the model class
Fuel Used	Select the fuel type used for the model from the list
Country of Origin	Select the country of origin for the model from the list
Discontinue	Tick the box if the model code is a discontinued line
Seating Capacity	Enter the seating capacity for the model
Update Specification and price list	Upload the product specification and price list document file, max. 2MB and PDF format only.

- Press the **{Add New Model}** button.

Update a Model Group

- Click on the model code you want to update from the list.

Model Group	Model Code	Model Description
CXH	CXH51SRSD	CHASSIS CAB (EURO 3)
CXH	CXH51SRSM	CHASSIS CAB (EURO 3)
CXH	CXH51TRS-16S	CHASSIS CAB (EURO 3)
CXZ	CXZ51LRND	CHASSIS CAB (EURO3)
CXZ	CXZ51RRN	CHASSIS CAB (EURO 3)
CXZ	CXZ51SRN	CHASSIS CAB (EURO 3)
EXR	EXR51DRS-7S	TRACTOR HEAD (EURO 3)
EXZ	EXZ51KRS-16S	TRACTOR HEAD (EURO 3)

- Update the details of the model code.

Last Update: 17-Mar-2009

* Model Group
車款:

* Model Code
廠方型號:

Transmission
傳動箱:

* Engine Displacement
引擎排氣量:

* Published Retail Price
Incl Tax
連稅訂價:

Vehicle Type:

Vehicle Class
車種分類:

* Model Class
Description
車型詳細名稱:


Fuel Used
採用燃料:

Country of Origin:

Discontinue: ☐

* Seating capacity
座位數目:

Vehicle Body Type
車種類型:

Upload specification and price list: 

- Press the **{Update Model}** button. Then press **{OK}** to confirm the changes.

Search for Model Group/s

- Enter a search criteria in the search box

Model Group: Model Code:

Model Description:

- Press the **{Search}** button near the bottom of the screen

- All Models within the search criteria will be listed

Model Group	Model Code	Model Description
CXZ	CXZ51LRND	CHASSIS CAB (EURO3)

Model Group: Model Code:

Model Description:

Car Sales

The Car Sales section lists the car sales for the current period

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Member Restricted Area

Model Group Model Maintenance Car Sales Dealer Information Retrieve Sales Data

Motor Group DAH CHONG HONG MOTOR GROUP Member's company name Triangle Motors Limited
Member's Code 13 Brand Isuzu

Current Period : 2005-01

Period	Model Group	Model Code	Model Description	Rec	HK Sold	MISC Sold	Action
200501	CXH	CXH51SRSD	CHASSIS CAB (EURO 3)		1	1	
200501	CXH	CXH51SRSM	CHASSIS CAB (EURO 3)		0	0	
200501	CXH	CXH51TRS-16S	CHASSIS CAB (EURO 3)		0	0	
200501	CXZ	CXZ51LRND	CHASSIS CAB (EURO3)		0	0	
200501	CXZ	CXZ51RRN	CHASSIS CAB (EURO 3)		0	0	
200501	CXZ	CXZ51SRN	CHASSIS CAB (EURO 3)		0	0	
200501	EXR	EXR51DRS-7S	TRACTOR HEAD (EURO 3)		0	0	
200501	EXZ	EXZ51KRS-16S	TRACTOR HEAD (EURO 3)		0	0	
200501	FRR	FRR34HR	CHASSIS CAB (EURO 3)		0	0	
200501	FRR	FRR34LR	CHASSIS CAB (EURO 3)		0	0	

Adjustment Save

Adjust a Car Sale

- Press the **{Adjustment}** button near the bottom of the screen



- Enter the details.

Attribute	What to enter
Model Code	Select the model code from the list
HK Sold	Enter the adjustment number for the number of models sold for HK (a negative number will subtract it from the existing number of models sold for HK).
MISC Sold	Enter the adjustment number for the number of models sold for MISC (a negative number will subtract it from the existing number of models sold for MISC).

Car Sales Adjustment

Model Code CXH51SRSD

HK Sold -1 MISC Sold 0

Save Cancel

- Press the **{Save}** button.

Add Car Sale/s

1. Select the model you want to add sales to by clicking in its textbox

Current Period : 2005-01							
Period	Model Group	Model Code	Model Description	Rec	HK Sold	MISC Sold	Action
200501	CXH	CXH51SRSD	CHASSIS CAB (EURO 3)		1	1	
200501	CXH	CXH51SRSM	CHASSIS CAB (EURO 3)		0	0	
200501	CXH	CXH51TRS-16S	CHASSIS CAB (EURO 3)		0	0	
200501	CXZ	CXZ51LRND	CHASSIS CAB (EURO3)		0	0	


2. Update the details

Current Period : 2005-01							
Period	Model Group	Model Code	Model Description	Rec	HK Sold	MISC Sold	Action
200501	CXH	CXH51SRSD	CHASSIS CAB (EURO 3)		1	1	
200501	CXH	CXH51SRSM	CHASSIS CAB (EURO 3)		0	0	
200501	CXH	CXH51TRS-16S	CHASSIS CAB (EURO 3)		2	1	
200501	CXZ	CXZ51LRND	CHASSIS CAB (EURO3)		0	0	

3. Press the **{Save}** button. Then press **{OK}** to confirm the changes.

Dealer Information

The Dealer Information section shows the information of the company

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Motor Group	DAH CHONG HONG MOTOR GROUP	Member's company name	Triangle Motors Limited
Member's Code	13	Brand	Isuzu

Dealer Description :

Address 1
地址 1:

Address 2
地址 2:

Address 3
地址 3:

Contact Person
聯絡人:

Phone Number
聯絡電話:

Fax Number
傳真:

Triangle Motors Limited

12/F Union Park Centre,

771-775 Nathan Road,

Kowloon

Evans Ng

23971818

23971411

Last Update: 02-Feb-2005

Retrieve Sales Data

The Retrieve Sales Data section is used to create reports

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Member Restricted Area

Model Group | Model Maintenance | Car Sales | Dealer Information | Retrieve Sales Data

Motor Group	Member's company name
Member's Code 44	Brand

Car Sales Statistics Report

Period: 2009 03
Brand: ALL
Vehicle class: ALL
Generate Report

Model Listing

Model Listing

Sales Data

Period: 2009 03
Brand: ALL
Sales Data

Raw Data Listing

Brand: ALL
Period - Year: 2009 Month: 03
Generate Report

Download spec and price list

Brand: ALL
Model: ALL
Download

Model Group | Model Maintenance | Car Sales | Dealer Information | Retrieve Sales Data | Change Passwords | Logout

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Create a Car Sales Statistics Report

1. Enter the details for the report.

Attribute	What to enter
Period	Select a sales period
Brand	Select a brand to list that brand's model in the report. Select All Brands to list all brand's model
Vehicle Class	Select a vehicle class

Car Sales Statistics Report

Period: 2005 03
Generate Report

2. Then press {Generate Report}.

Create a Model Listing Report

1. Press **{Model Listing}**.

Create a Sales Data Report

1. Press **{Sales Data}**.

Create a Raw Data Listing Report

1. Enter the details for the report.

Attribute	What to enter
Brand	Select the car brand to be included in the report. Select ALL to include all brands
Period	Select the year and month to include for the report

Raw Data Listing

Brand : MZ - Mazda

Period - Year : 2005 Month: 05

Generate Report

2. Then press **{Generate Report}**

Download Spec and Price List Report

1. Enter the details for the report.

Attribute	What to enter
Brand	Select the car brand to be included in the report. Select ALL to include all brands
Model	Select the model to include for the report

Download spec and price list

Brand : ALL

Model : ALL

Download

2. Then press **{Download}**

Change Passwords

The Change Passwords section is used to change a new password for user login

Change Passwords

1. Press the **{Change Passwords}** button near the top of the screen

 Change Passwords

The change password screen appears:



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Member Restricted Area

Model Group Model Maintenance Car Sales Dealer Information Retrieve Sales Data

Motor Group	DAH CHONG HONG MOTOR GROUP	Member's company name	Triangle Motors Limited
Member's Code	13	Brand	Isuzu

Login ID : steven

Old Password :

New Password :

Confirm Password :

Save

2. Enter the details.

Attribute	What to enter
Old Password	Enter the login password being used now
New Password	Enter the new password that will be used
Confirm Password	Re-enter the new password to confirm

3. Press the **{Save}**.